

## **COUNCIL MEETING**

**DATE:** May 12, 2015

**TIME STARTED:** 7:00 p.m.

**TIME ENDED:** 8:10 p.m.

**MEMBERS PRESENT:** Mayor Lois Gilles, Jenny Hazelton, Josh Bunkers, Ross Nachreiner, Cindy Fahey

**MEMBERS ABSENT:** None

Staff members present: Clerk Treasurer Administrator Marcia Seibert-Volz, Eric Nelson, Supt. St. & Utilities, City Attorney Aaron Walton.

Meeting was called to order by Mayor Lois Gilles...

**APPROVAL OF THE AGENDA:** Motion by Jenny Hazelton, second by Cindy Fahey to approve the agenda as presented. Motion carried unanimously.

### **UNFINISHED BUSINESS:**

**Rural Service District:** Discussion was held on establishing a Rural Service District. Council members expressed their opinions both pros and cons. Following discussion and comments received from Tom Palmer and Wade Gronau, motion was made by Josh Bunkers, second by Ross Nachreiner to hold a Public Hearing June 9, 2015 at 7:00 p.m. to find out citizens view points on the establishment of a Rural Service District. Motion carried.

**PUBLIC HEARING:** A public hearing is being called for the Well head Protection Plan. Motion by Jenny Hazelton, second by Josh Bunkers to adopt Resolution 2015-13. Motion carried.

### **RESOLUTION 2015-13**

#### **RESOLUTION CALLING FOR A PUBLIC HEARING ON THE CITY OF FAIRFAX WELLHEAD PROTECTION PLAN PART II.**

**WHEREAS,** the City of Fairfax is in the process of developing a wellhead protection plan for its drinking water supply wells, and

**WHEREAS,** the wellhead protection plan committee has completed part 2 , draft for this system as required in the Minnesota Wellhead Protection Rule (part 4720.5350, subparts 1-3). This portion of the plan includes information pertaining to:

1. The inventory of potential contaminants of concern within the drinking water supply management area
2. The data that was considered in this portion of the plan
3. Issues, problems, and concerns within the drinking water supply management area.
4. Goals, objectives, and action strategies to address the issues and concerns within the drinking water supply management area
5. A plan evaluation strategy
6. A contingency strategy in the event of water system disruption.

**WHEREAS,** your comments on this portion of the plan will be heard at the duly called public hearing.

**THEREFORE BE IT RESOLVED,** the city Council duly calls a public hearing accepting comments on Part 2 of the Wellhead Protection Plan on June 9, 2015 at 7:00 p.m. in the council chambers, 18 1<sup>st</sup> Street SE

**BID & QUOTES:** The following bids were received for parking lot at city hall:

Wm. Mueller	\$5,125.00
MR Paving	7,480.00

Motion by Cindy Fahey, second by Josh Bunkers to award the contract to Wm. Mueller in the amount of \$ 5,125.00. Motion carried.

FairRidge Trail repairs estimate was presented to the council in the amount of \$ 10,965.00. This is being submitted to Bay & Bay Truck Company for insurance purposes. Motion by Josh Bunkers, second by Cindy Fahey to accept the FairRidge quote from MR Paving for the repairs of the Trail. Motion carried.

**PRESENTATIONS:** none

**CONSENT AGENDA:** Motion by Cindy Fahey, second by Jenny Hazelton to approve consent agenda. Motion carried.

- Approval of the minutes dated April 14, 2015
- Final Pay estimate 13 and change order No. 2. Dakota Supply Group Automatic Meter Read Project in the amount of \$ 16,635.26.
- St. Andrews Exempt Gambling Permit August 16, 2015
- Accept April Financial Reports
- Claims for payment:

A&B Business Equipment	COPIER MAINT CONTRACT	59.68
Allied Medical Training	EMT TRAINING - FREYHOLTZ	1,732.00
Ameripride Linen Services	LAUNDRY - BAR	374.62
Arneson Distributing Inc	BEER	1,899.12
BNG Technologies LLC	SOFTWARE SUPPORT - BAR	200.00
Bellboy Corporation	LIQUOR	1,286.25
Bernicks Pepsi Cola	ICE MACHINE RENT & POP	1,025.00
Bernie Wenner	BUILDING INSPECTOR	1,840.72
Bolton & Menk	ENGINEERING	4,486.00
Border States	LIGHTS - BAR	1,369.02
Bound Tree Medical, LLC	AMBULANCE SUPPLIES	3,536.02
Bradley Lund	GRANITE FINES - STREET MAINT	123.44
Casey's	GAS	1,147.99
Central Minnesota Municip	power purchased	20,780.84
CenturyLink	phone bills	1,229.44
Chip Steak & Provision Com	SUPPLIES FOR RESALE	830.05
Chuck Firlie	gravel & black dirt	296.00
Chuck Hellendrung	SNOW HAULING	2,000.00
City of Fairfax	utility billings	7,695.69
City of Winthrop	BIKE HELMETS-RESOURCE PROGRAM	102.18
Clarke Environmental Mosqu	2015 Mosquito contract	3,928.50
Clobes Sanitation	GARBAGE CONTRACT	3,267.00
Connie Domeier	2015 CIP REBATE	60.00
Creative Details	SQUAD CAR GRAPHICS	200.00
Dakota Supply Group	WATER METER PROJECT	16,635.26
Dave's Full Service	GAS	498.15
Davis Typewriter Co Inc	PRINTER INK	200.00
Decadance Inc.	BAND EXPENSE	850.00
Department of Energy-WAPA	POWER PURCHASED	19,852.44
Early Bird Bakery	SUPPLIES FOR RESALE	150.75
Electric Almighty in HD LL	BAND EXPENSE	850.00
Fairfax Baseball Associati	Contribution to baseball Progr	3,000.00
Fairfax Postmaster	ANNUAL PO BOX FEE - LIBRARY	472.52
Farm Merchante Inc.	SUPPLIES	765.73
First Systems Technology I	LIFT STATION MAINTENANCE	825.00
Frandsen Bank & Trust	PETTY CASH	100.00
Frontier Bar	SUPPLIES FOR RESALE	92.54
G&K Services	UNIFORM CONTRACT	435.20
Gopher State One Call	LOCATES	104.60
Harry's Frozen Food	SUPPLIES FOR RESALE	140.50
Hawkins Water Treatment	CHEMICALS	5.00
Heggies Pizza	SUPPLIES FOR RESALE	316.50
Hermel Wholesale	SUPPLIES	968.14
Hjerpe Contracting Inc	REPAIR SINK HOLE BY VET CLINIC	2,462.20
J.T. Services	ELECTRIC CAP OUTLAY	2,137.95
Jahnke Water Inc.	WATER - LIBRARY	17.55
Jim Schroeder	AIR COMPRESSOR FD	174.89
Johnson Bros. Wholesale	LIQUOR	731.66
KHC Construction Inc	INSTALL MEDIA IN FILTER CELL 1	14,333.31
Karl's Motor Revival	EQUIPMENT REPAIRS	17.50
Kiecker Plumbing & Heating	repairs -Liquor Store	1,291.89
Lance Mikeyey	2015 CIP REBATE	60.00
Locher Bros. Inc.	BEER	9,002.13
MES - MIDAM	EQUIPMENT FIRE DEPT.	6,606.11
MN Ass'n. of Small Cities	membership fee	720.15

MN Department of Revenue	APRIL SALES TAX	7,953.00
MN Municipal Bev. Ass'n.	MBA Conference	585.00
MN Valley Testing Lab.	WATER SAMPLE TESTING	50.50
Marcia Seibert-Volz	MILEAGE	23.00
Matheson Tri-Gas Inc	SHOP SUPPLIES	538.37
Maynard's of Fairfax	SUPPLIES FOR RESALE	297.40
Mediacom	CABLE TV & INTERNET	719.82
Mercury Payment Solutions	APRIL CREDIT CARD FEES - BAR	470.40
Mikes Auto Parts	TRASH PUMP	297.88
Moonlight Floor Cleaning	WAX FLOORS CITY OFFICE	550.00
Moss & Barnett	MEDIACOM FRANCHISE RENEWAL	198.00
Motion Technology Inc.	AUTO FRY FILTERS	172.54
Nancy Fromm	2015 CIP REBATE	25.00
New Ulm Public Utilities	NATURAL GAS & TRANSPORT CAPACITY	61,221.87
New Ulm Truck & Trailer In	REPAIRS 2004 FREIGHTLINER	799.65
North Ambulance	INTERCEPT 4-13-15	675.00
Northern Lights Dist.	SUPPLIES FOR RESALE	3,274.37
Northland Trust Services I	BOND INTEREST PAYMENTS	21,208.75
Office Ally	AMBULANCE FEE	19.95
Oxygen Service Company	LEASE 5 YR EXY124M	495.06
Palmer Company	SNOW REMOVAL	2,500.00
Pat Schreiner	2015 CIP REBATE	60.00
Phillips Wine & Spirits	LIQUOR	146.27
Pitney Bowes Inc.	POSTAGE	520.99
Premium Waters Inc	OFFICE EXP PD	74.40
RVS Shredding	SHREDDING SERVICE	30.00
Red Feather	SUPPLIES - BAR & AUDITORIUM	70.75
Renville Co Public Works	UTILITY PERMIT APP FEE	75.00
Renville County	solid waste disposal	2,673.20
Renville County Assessor	2015 Assessment fee	7,190.00
Renville County Auditor-Tr	DITCH ASSESSMENTS	2,283.86
Revtrak Inc	REVTRAK FEES - APR	1,111.02
Runnings	gates & posts - pond	501.76
South Central Grain & Ener	WEED CONTROL	58.83
Southern Wine & Spirits of	LIQUOR	573.57
St. Paul Stamp Works Inc	PET TAGS	110.89
Standard-Gazette & Messeng	ADVERTISING - PRINTING	746.44
State of MN	GAS METER ASSESSMENT	33.60
Strategis Insights Compan	CAPITAL PLANNING SOFTWARE	250.00
Tapper's Beer Line Servic	CLEAN BEER TAPS	52.00
The Retrofit Companies Inc	FLUORESCENT BULB RECYCLING	362.92
Theresa Linsmeier	2015 CIP REBATE	60.00
Titan Machinery	GUTTER BROOM	314.69
Tom Cable	2015 CIP REBATE	25.00
Tow Distributing Corp.	BEER	4,026.70
UPS	POSTAGE	3.15
USA Blue Book	HYDRANT FLAGS, FR CLOTHING	764.10
Verizon Wireless	TELEPHONE	317.15
Viking Coca-Cola Bo. Co.	POP	148.97
WBM Wine & Spirits Inc.	LIQUOR	583.69
Weis Oil	GAS	1,105.95
West Central Communicatio	BATTERY - PD	91.00
Younger & Walton PLLC	ATTORNEY FEES	2,200.00
Payroll Expense		45,982.89

**2015 Street Project- Bond Issuance:** Shannon Sweeney, David Drown Associates, reviewed the bond documents.

Member Jenny Hazelton introduced the following resolution and moved its adoption:

**RESOLUTION # 2015-14**  
**APPROVING THE AUTHORIZATION FOR THE ISSUANCE OF**  
**GENERAL OBLIGATION BONDS**

BE IT RESOLVED by the City Council of the City of Fairfax, Minnesota (the "City") as follows:

1. The City Council hereby finds and declares that it is necessary and expedient for the City to sell and issue its fully registered general obligation bonds in the total aggregate principal amount of not to exceed \$725,000 (herein, the "Bonds"). The proceeds of the Bonds will be used to finance street and utility projects within the City and to pay the costs associated with issuing the Bonds.
2. The City Council desires to proceed with the sale of the Bonds by direct negotiation with Robert W. Baird & Co. ("Baird").
3. The Mayor and the City Administrator-Clerk-Treasurer are hereby authorized to approve the sale of the Bonds in an aggregate principal amount of not to exceed \$725,000.
4. The Mayor and the City Administrator-Clerk-Treasurer are hereby authorized to approve the sale of the Bonds with a total interest cost not to exceed 3.25%.
5. Upon approval of the sale of the Bonds by the Mayor and the City Administrator-Clerk-Treasurer, the City Council will take action at a regular or special scheduled meeting thereafter to adopt the necessary approving resolutions as prepared by the City's bond counsel.
6. If the Mayor and City Administrator-Clerk-Treasurer have not approved the sale of the bonds and executed the related documents by July 30, 2015, this resolution shall expire.

The motion for the adoption of the foregoing resolution was duly seconded by Member Cindy Fahey, and upon vote being taken thereon, the following voted in favor thereof: Cindy Fahey, Jenny Hazelton, Ross Nachreiner, Josh Bunkers, Lois Gilles.

And the following voted against the same: none

Whereupon said resolution was declared duly passed and adopted.

**Jaycees Event:** Motion by Cindy Fahey, second by Josh Bunkers to approve Jaycee event permit and 3.2 beer license for Jaycee Days June 26,27, 28, 2015. Motion carried.

**Tree Shelter Belt:** Motion by Ross Nachreiner, second by Cindy Fahey to accept River Creek Nursery quote in the amount of \$ 1,819.87 for a tree shelter belt to be located in right-of-way extending West on 2<sup>nd</sup> Ave. NW right of way West of 3<sup>rd</sup> St. NW. Motion carried.

#### **Staff Reports:**

##### **City Administrator**

Building Permits	Don Huiras	addition	12,363.84
	Mike Klatt	shingle	8,400.00
	Jim Cuff	shingle	4,200.00
	Lawrence Schweiss	addition	23,984.16
	David Black	windows & siding	10,000.00
	Jerry Jandl	reroof	1,100.00
	Les Minter	addition	90,000.00
	Gene Blumhoefer	shingle	8,500.00

No bids were received for removing the skating rink building. Eric Nelson suggested the City try to move it up to the city shed yard. He has a trailer he thinks will handle moving the building. General consensus of the council approved action.

A Council member requested the city hold a work session to review operations with staff in order to have a better understanding of the City operations since there are three new council members. Also to invite department heads to the meeting and allow them fifteen minutes to present any concerns they want the Council to address. Council will notify Administrator of dates that they are available to schedule the meeting.

RS Fiber approved a room in the basement of city hall for locating their equipment hub.

An estimate for vinyl graphics of the city signs was presented. No action taken pending receiving a sample of sign. Action tabled until next meeting.

Eric Nelson had completed one year probation on May 10, 2015. Motion by Jenny Hazelton, second by Josh Bunkers to remove Eric from probation and hire him for the Supt. Utilities/Streets position. Motion carried.

**Supt. Streets/Utilities:**

Training: The employees Eric Nelson, Eric Fahey, and Joel Grejtak attended MMUA underground training for four (4) days this month and continuing Apprentice Lineman training.

Fence at city garage is installed

Top surface for alleys will be completed soon.

Pool repairs are being completed. The pool is scheduled to open June 8, 2015

Arc Flash Study has been started by Utilities Plus.

Purchasing rock for city shed site.

**Liquor Store Manager:** Requested use of Central Park for Car & Bike Nights on June 6, July 10, August 14. Motion by Josh Bunkers, second by Cindy Fahey to approve Liquor License for Central Park on the nights presented. Motion carried.

Manager requested her comp time be extended until August 1, 2015 due to circumstances of an employee unable to work for a couple of months. Motion by Jenny Hazelton, second by Josh Bunkers to extend comp time provision (80 hours accrual allowed) through August 1, 2015. Motion carried.

Councilman Nachreiner questioned the closing of Liquor Store at 8:30 p.m. on Jaycee Days. Manager explained the reasoning behind it. Informed council she will have portable bars outside. More control and no tabs will be run. All drinks will be cash and security will be taken care of Police officers. She would like to try it and if it doesn't work will go back to opening the bar all night during Jaycee Days.

**Police Chief:** Quiet month. Performed saturation enforcement for distracted driving and seatbelt violations this month.

Due to the graphics peeling off the charger, new graphics were purchased and applied.

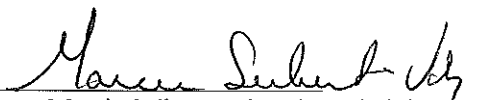
**Correspondence:** none


**Committee Report:** Liquor Committee 5-4-2015  
Police Committee 5-14-2015  
Personnel Committee 5-5-15  
EDA Meeting 5-7-15

**Council concerns:** none

**Adjournment:** Motion by Jenny Hazelton, second by Josh Bunkers to adjourn. Motion carried. Meeting adjourned at 8:10 p.m.

ATTEST:

  
Marcia Seibert-Volz, City Administrator

  
Mayor Lois Gilles